



UNITED STATES DISTRICT COURT  
CENTRAL DISTRICT OF CALIFORNIA  
OFFICE OF THE CLERK OF COURT

**MEMORANDUM**

Date: \_\_\_\_\_

To: Courtroom Deputy Clerk to, \_\_\_\_\_

From: \_\_\_\_\_

Re: **Notice of Statistical Adjustment**

Case Number: \_\_\_\_\_

Case Name: \_\_\_\_\_

This is to notify you that the  Opening  Closing  Reopening  Reassignment of the above-entitled case will be reported for the month of \_\_\_\_\_ instead of \_\_\_\_\_ for the following reason(s):

Document  closing  reopening  reassigning the case, filed on \_\_\_\_\_ was received on \_\_\_\_\_, after the reporting cut-off for the filing month.  
     Made JS-5 this date.    Made JS-6 this date.    Reassignment made this date.

Document  closing  reopening  reassigning the case was docketed timely but the  JS-6  JS-5  Reassignment was not statistically made.  
     Made JS-5 this date.    Made JS-6 this date.  Reassignment made this date.

Case was  closed in error on \_\_\_\_\_. Reopening JS-5 made this date.

Case was  reopened in error on \_\_\_\_\_. Closing JS-6 made this date.

Case was  assigned  reassigned to \_\_\_\_\_ in error.  
Case is, this date, reassigned from \_\_\_\_\_ to \_\_\_\_\_.

Other: \_\_\_\_\_

cc: *Data Collections & Analysis*

Supervisor:  DQA  Deputy in Charge